

Britannia Board Meeting**April 8, 2015****Board Room – Information Centre**

PRESENT: Gwen Giesbrecht, Chairperson; Susanne Dahlin, Meseret Taye, Peter Odynsky, Scott Clark, Craig Ollenberger, John Flipse, Oliver Conway, Geoff Taylor, Beth Davies, Alex McKechnie, Edward Stringer, David Parent,

STAFF: Cynthia Low, Brenda Coombs (recording); Mike Evans, Jenny Jung

REGRETS: Ray Gallagher, Morna McLeod, Oles Andrienko, Ingrid Kolsteren, Mary Arakelyan, Natalie Bailey,

GUEST: Christopher Richardson, VSB Trustee; Erin Shum, VPB Commissioner; Heather Hay

The meeting was called to order by Gwen Giesbrecht, President. 6:35 p.m.

1. Agenda

MOTION: TO APPROVE THE AGENDA, WITH ADDITIONS, FOR THE BOARD MEETING OF APRIL 8, 2015.

Additions: Old Business - On Site Security

Susanne Dahlin/Scott Clark

CARRIED

2. Minutes of March 11, 2015

MOTION: TO APPROVE THE MINUTES OF MARCH 11, 2015 WITH CHANGES.

Scott Clark/ Oliver Conway

CARRIED

CHANGES: Beth Davies and David Parent as present at March 11th Board meeting. 1739 Venables to note that the minutes do not reflect that the revenue had not been recorded to date at the time of meeting.

It was noted in the minutes that under Executive Committee it should be expressed that there was concern as there was no quorum and after a long discussion ideas were brought forward to address the concerns.

3. Old Business

- a) Security on Site – The security patrol pilot project on site started on March 23rd of this year. There is a team of two security personnel patrolling the site 24 hours a day and 7 days a week. There have been some positive reports from the engineering staff; less clean-up (garbage, excrement, etc.) on the site at the beginning of the school day. There was an issue at the LRC where people were told by security to close the door

because "there are a lot of druggies on site". The company was contacted and immediately responded and addressed the issue. Security is on site until April 24.

Geoff Taylor gave feedback on the security issues, there were a number of visits by School Board personnel on site; one of the issues is roof access, and this is still an issue. The VSB stated they will fund some security; the security company assured us that the people would be hosts at the Britannia site. The Security officers would welcome people as they are patrolling the site; and they have received some positive comments to their presence on the Britannia site.

Geoff has called security when someone was seen drinking on site; they are safety oriented more than anything else.

Comments:

- Security is having an impact on site and it does change the dynamic of the site.
- Community engagement if security is not consistent what happens If this is for one month then what happens at the end of the process when security is not seen on site.
- The VSB will decide if security is cost effective after a review of the site.
- Raising fences at the back of site.
- Library staff has been approaching security over cell phones, smoking, and there seems to be an absence of youth around the library, which is not always good.
- It would be good to see the reports. Daily reports are available at the front desk and the project report to be brought to the board
- One person heard an observation that there was social reaction to the security presence upon walking onto site.
- We need the park washrooms open longer.
- This was precipitated by a VSB being hit around the head with a stick.
- It might be worthwhile to have our stakeholders provide information on the security.
- Geoff believes there will be a report back.

b) Vancouver Park Board

Erin Shum was introduced as the newly elected Park Board Commissioner assigned to Britannia Centre.

MOTION: TO REOPEN THE AGENDA FOR A PARK BOARD REPORT.

Susanne Dahlin/Craig Ollenberger

CARRIED

Erin stated that the Park Board are planning on doing a standardized report from the commissioners to the Associations or Britannia Society.

- The Park Board has increased the budget to \$200,000 to manage the Schafer Beetle.
- The Park Board approved increased fees for facilities, parking and golf.
- Stanley Park causeway improvements include wider multi-shape area and a safety rail installed.
- Parks Services review will add some new positions and temporary staff.

- A neighbourhood park committee meeting will be held April 22nd at Beach Avenue.
- Golf, Parking, Facilities – the increase changes will come from the Director Park Board.
- Director of Recreation is available to speak to Society/Associations about the fees increase any adjustments as needed.
- We are looking at capital plan as we need more green space in this area; not just green space but parks are needed.
- Inclusion strategy for vulnerable populations and Community Centres need to be seen as a living room for a community.

Is there going to be announcement – re community centres and an integrated approach? Erin stated there are no changes that she knows of. The model at Britannia is an integrated model and we hope that will continue to be a supported model.

- c) **Board Retreat** – circulated an Executive Summary at the meeting. Board Development Committee has the full notes for the day. This is a very abridged version as the full notes are 18 pages.
- Goals: three items that we hope to accomplish.
 1. Set short term goals for the Society
 2. Set long term goals for the Society
 3. Provide appropriate direction for senior staff of the Society
 - There was an appetite to review the vision and mission statement.
 - Expectations were discussed and a chart was circulated of the action plan areas discussed. All the action items are needed but we also need resources to make them happen. The report will go back to staff to talk about resources needed.
 - Areas: Community Development, Operations, Recreation and Wellness, Child Care, Human Resources, Arts and Culture, Board Development, Finances, Communications, Facilities, Vulnerable population, Sustainability.

Comments: It was noted that having the opportunity to hold a day-long meeting and provide the Board the opportunity for interaction with Board members and staff is important. Most people found it energizing and a useful day. Board meetings are so filled with business of the Board and we don't get to speak to larger issues and look at the future. If we change the meeting structure some of this will be addressed. Under discussion at the workshop was the effectiveness of the Board and three hour meetings; and how the Board connects to the community.

- d) **Carving Pavilion** – there are issues around the water connection. We are asking the Engineering Consultants to review the proposal about the water connections. City Plumbing and City Engineering staff are talking about the problem with the water connection and a Building Inspector has been involved as well. We are open to consider some other solutions. .

There was an opening of the Pavilion that was scheduled on April 8th organized by the VSB, the city requested to delay the opening, it has been delayed but it will be rescheduled.

Britannia will be involved in the opening when it is rescheduled.

Alex McKechnie was excused.

- e) **1739 Venables Street** – page 28 of the package shows the financial statement for Astorino's February month end – current year to date appears to be a deficit but we have not put in the Revenue from Axe Capiorea which will add about \$6,000. This revenue will be assigned to 1739 Venables at the end of April. In March there were events every weekend in the facility.
- f) Can we not assign revenue every month so we see this on a regular basis? Facilities Coordinator about 70% over budget. There was a complaint this weekend about noise. Workless party brought in a DJ and normally it has been live music, DJ was a little louder than acceptable under the City by law.

4. Partners' Report

1. VSB – The Britannia staff are continuing to consider the feasibility of LATE START for September, based on research re: teens and our community patterns. Feedback so far is such that a 9:00 am start of classes with a 20 or 25 minute tutorial time each day is likely.

The VSB proposed budget has no line items specifically that will have a significant impact on the school. The most noteworthy reference to our site is a possible closure of Hastings Adult Education Centre.

Initial enrolment estimates for September 2015 are down between 20 to 30 students though there may be offset by more ACE-IT, and IB students.

Britannia has completed a survey of almost half of our students A committee is reviewing the findings and there'll be some initiatives i.e. student voice re: the findings.

March 5th Port Fire raised some concerns re emergency service communication, and protocol. The timing is perhaps problematic but PAC and VSB are asking appropriate questions and there'll be more to come. The same day as the Port Fire Street 2 Peak Kilimanjaro expedition left: with eight Street Front, four former Street Front, one former main school and one IB student. The adult team of ten included an MD and a police officer as well as an administrator and the amazing Street Front Team. By all accounts it was successful well beyond expectations. They returned on March 22nd to YVR; tired and very excited, to a large group of family, friends and Britannia staff, and of course Barry Skillin is assembling the photos! If you are on Facebook check it out.

This morning we had a small blessing ceremony of the Pavilion led by Shane Point. Representatives from Musqueam, T'sleil Waututh and Squamish Bands blessed our Pavilion and awakened the new building.

We are hopeful and happy about the Pavilion. It is a beautiful space. Anti-graffiti discussions are scheduled to begin this week, with carving starting next week. Don Fiddes acknowledged the support of Britannia Board and thanked Cynthia for the hard work and the support. Geoff also wanted to thank the Board.

Christopher Richardson attended as Vancouver School Board liaison to the Britannia Board. Susanne Dahlin talked about the partnership with Vancouver School Board and the importance of integration for now and the future.

- Vancouver Park Board** – Peter's report was circulated with the Board mailing. Peter Odynsky introduced Jenny Jung and stated that she will be replacing him in the short term at Britannia while he moves to Trout Lake. He stated we are blessed as Jenny has a great deal of experience with Safari and will be very valuable in assisting with the new Active Net program.

Park Board programmers are working on staff evaluations.

Thanks to the diligence of the Activity Coordinators and our Park Board staff we meet or exceeded the City Driver Assessments for our Driver's.

Pool re-opened on Saturday March 7th and new filters are working well. Heat exchanger not working properly now.

Britannia Gallery had a great opening on March 4th on Mixed Tape by Kate MacDonald and Les Sears.

Seniors area: Quirk-e received \$3,000, Special Events \$3,000 and Lunch and Wellness \$3,000 from Gaming funds.

Micro Footies off to a huge start. Plans underway for Scotland's Celtic Football Club Coaches to come to Britannia this summer to train 100 youth.

Gymnastics program is sold out

Working with Britannia Elementary School on 3 children's sport projects.

Rink maintenance closure scheduled for April 6th

Skating lessons have started and are filling up.

Susy Bando is leading the Active Net training for Britannia

Kickstand program is working with the Kettle Society.

Site clean-up around Pavilion was amazing.

Pool and Rink extended closure. Everything is looking very good in facilities.

Off the Grill making plans for the summer – Tom hiring summer camp coordinators.

Question as to why is the handicapped ramp moved in the pool, Peter will review.

Port Fire – we received conflicting messages to start with message was cleared up by mid-day.

- Library** Beth - report circulated with Board mailing submitted by Yukiko Tosa, Branch Head. Report lists the highlights including a thanks to Christine Bates for linking the new monthly Britannia Program calendar to the events page on the website.

April 11 the World Poetry Vancouver will be hosting a Vancouver Youth Team for national Poetry month.

Staff created a lovely neutral display on the Transit Referendum.

Connect Day Service Fair for the Homeless took place on Saturday March 21st.

- Community Education** Mike – report circulated with the Board package – in Community Education each of the Community School Coordinators are meeting with the community. Youth Leaders – we have a lot of youth leaders through MoreSports and services hours are entered hours that they are able to use on their resumes later. Britannia Support Society – tickets are \$250 each and sales are going well. They raise money the best they can – they have about 200 members, the recent grads don't sign up yet.

5. **VSB** – Christopher Richardson Trustee – I am delighted to be a School Trustee. There is a definite learning curve involved. He is impressed by everything he has seen. Spent half day at the Adult Education Centre. He is trying to visit all the schools and is half way through the process. Budget is a big issue.
- There was lots going on during Spring Break –
 - VSB was in the news; Christopher stated we are working together as a Board. Seismic is a big issue.
 - Steven Quinn today reported on the seismic issue; we have not heard that we are off the 2020 mark. I don't think there are any trustees duelling auditors. We are trying to get advice by the end of April. The areas that they are examining in the report are due a month after the budget. The report will be out the 1st week of June then there will be discussion with the Minister over our provisional budget.
 - Long Term facilities plan is being looked at.
 - New Superintendent, Scott Robinson is in place. There is significant interest in the Assistant Superintendent position.
 - Updating of Strategic Plan will begin September. Lots is going on.

Comments

- We've been dealing with security patrols on site and are interested in the reports and daily logs.
- Carving pavilion relationship between Britannia, City and School Board seems like a contradiction
- Vancouver School Board has provided encouragement for the carving pavilion; we are in need of funds for the project.
- Swing space – South Hill – Queen Elizabeth – General Gordon has been using space since September. Swing Space is where there is space in the school so other functions are put in to the space such as adult education classes.

BREAK 5 minutes

Reconvene 8:43 p.m.

Scott Clark was excused

5. **Correspondence** – report circulated.

6. **Committee Reports**

- a) **Executive** – A briefing note was circulated for consideration on the Transition Support Committee/Hiring Committee

This will be a support committee for the Personnel Committee. A standing committee as a resource for the Personnel Committee. There is a need to search, find and hire high quality people in as timely a way possible, to ensure that we maintain continuity in the work; and have a smooth transfer of knowledge. The Committee will develop Terms of Reference to support the Personnel Committee and the Executive.

The Executive Director will formulate hiring plans, job descriptions and Britannia Community priorities with the aim of facilitating an efficient transition and continuity in filling newly vacated senior positions.

We are considering the use of a consulting firm to hire a Manager of Administration – Professional Fees would come from the Administration budget. Suggestion to take this

item back to Executive Board. Discussion on a Board of Governance versus a Board of Management. A committee made up of community or former Board members and present Board members that would continue with this process until complete.

MOTION: TO FORM A COMMITTEE TO ASSIST WITH THE HIRING OF SENIOR STAFF.

Oliver Conway/David Parent

CARRIED

Oliver volunteered to coordinate the forming of the committee by contacting all the Board members by email. He stated he is open to suggestion. To ask the Executive Director to find out the costs for using an Executive Search Firm. (Cynthia stated it is 20% of the salary about \$20,000).

MOTION: THAT WE LOOK AT HIRING AN EXECUTIVE SEARCH TEAM FOR THE POSITION OF MANAGER OF ADMINISTRATION

John Flipse/Susanne Dahlin

CARRIED

- b) **Finance** – Child Care is under revenue, page 32 of the Finance Statements shows \$14,000 off targeted budget, child care is aware of the budget. Registration is below expectation.

Page 25 of Finance Statements shows program registration is down.

Clarity on Coordinators wages for 1739 Venables was asked for, Cynthia will review.

- c) **Board Development** – Meseret Taye – there will be new potential Board members after the Annual General Meeting. Board members please let us know if you are not standing. Meseret Taye, Morna McLeod, Ed Stringer, Oliver Conway and Ray Gallagher are not standing at this time. The Annual General Meeting is May 27th.
- d) **Arts and Culture** – Stone Soup May 9th 2015 in the Greenway – information circulated on the upcoming Stone Soup Festival. A Board table will be set up at Stone Soup please contact Ingrid to help out with the Board table.

MOTION: TO EXTEND THE MEETING FOR ½ hr.

Craig Ollenberger/David Parent

CARRIED

- e) **Program Committee** – no report

- f) **Planning and Development** – They met for ½ hr. just prior to the Board meeting this evening. They had two city people in attendance at the meeting. The work at Britannia under the Capital Plan funds will start in September as they don't want to interfere with

Citizens Assembly. We will continue to meet and we are talking about having 3 sessions in the community for input. The City is on Board; we hope to hold the sessions at the end of summer. We will be tapping into community events as well. Citizens Assembly have made three recommendations about this particular site. We are doing community consultation with the Citizens Assembly. A recommendation that both pools (Templeton and Britannia) should be kept in tack from Citizens Assembly. Also a recommendation that Britannia School be revitalized. A housing component was discussed; the idea is out

there but hugely complex. With the renewal key people are being identified. The Committee wants to keep Britannia as an integrated site.

- g) **Seniors** – Ray is back home from hospital and is recovering.
- h) **Volunteers** - There is a lunch April 18th 2:00 to 4:00 pm at Sunrise please contact Mawi Began if you wish to attend.

7. Administration Reports

- a) **Executive Director** – the report was circulated with Board package – Cynthia stated the report was circulated on behalf of Natalie and Cynthia – the audit has been completed we don't have a final report to date. \$110,000 is the surplus. Revenue lower but costs were also lower.

Cynthia stated the majority of her time has been doing child care administration and working on collective bargaining for BCGEU.

Interview panel scheduled for April 16th for Child Care Manager – Craig Ollenberger on hiring committee on behalf of the Board.

Staff changes – Activity Coordinator retired, Cashier retired. The employer's position is to reclass the Activity Coordinator. Considering changes in job description. One reclass has been received which resulted in a two pay grade increase. We are filling positions with casuals at the moment.

8. Other

Appreciations – Susanne Dahlin won't be at the meeting or AGM she will be nominated and standing for her position.

May will be the last meeting of the current Board. Please send any names of candidates to Meseret.

MOTION: TO ADJOURN THE MEETING 9:27 pm.
Ed Stringer/Oliver Conway

CARRIED